## COMMUNITY & EVENT CENTER

February 27, 2008

Dear Applicant:

The Town of Fountain Hills Community Center would like to thank you for your interest in holding a seat on the **Senior Services Advisory Commission**. We are looking to fill one Commissioner position.

Attached is the application packet. It contains all the materials you will need to apply for this position. Application materials are due by Friday, March 7, 2008 at 3:00 p.m. Please submit the following items when you apply:

- > Application form (signed)
- > Supplemental questionnaire
- > Cover letter
- > Resume
- > Consent to Executive Session

Please be as thorough as possible. The Town Council will review applications and interview potential Commission members prior to the beginning of the regularly scheduled April 3, 2008 Town Council meeting. The new Commission member will be appointed by the Council on April 3 and will serve on a volunteer basis for the two-year term. The term will begin in April 2008 and run through December 2008.

Please do not hesitate to contact Sherry Bowland at 816-5200 if you have any questions. Good luck and thank you for your interest in the Town of Fountain Hills.

Since ely,

Samartha Coffman

Director

**Community Center** 

SJC/sb

**Enclosures** 

#### COMMISSIONS, BOARDS AND COMMITTEES

### BACKGROUND AND PERSONAL DATA OUTLINE

Please list the name of the board, commission, or committee this application is being submitted for consideration: If necessary, use an additional sheet of paper when filling out the answers to the questions below. Address: Mailing address (if different than above): Cell Phone: E-Mail \_\_\_\_\_ Address: 1. What is the best time to contact you? 1. Applicants must be eighteen years of age or older to serve on any board, commission, or committee, except for members appointed to the Youth Commissioner position. Do you meet the minimum age requirement? YES [ NO 🗆 2. Have you been a Fountain Hills resident for at least one year? YES 🗇 NO  $\square$ If not, please explain: 3. Are you registered to vote in Town elections? YES 🗆 NO 🗆 5. Are you a graduate of the Civic Association Town sponsored "Our Town" series? YES D NO  $\square$ 6. Will you be able to commit to the interview schedule as publicized? YES [ NO  $\square$ PLEASE SUMMARIZE YOUR EDUCATIONAL BACKGROUND: (Including colleges attended and degrees obtained, if any)

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DESCRIBE WHAT SKILLS AND EXPER FAVORABLE CONSIDERATION OF COMMISSION, OR COMMITTEE.	IENCE WOULD BE MOST RELEVANT FOR APPOINTMENT TO THIS BOARD,
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PAST ORGANIZATIONAL MEMBERSHI	PS & OFFICES HELD:
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Date:	
	Applicant's Signature:

#### **TOWN OF FOUNTAIN HILLS**

## SENIOR SERVICES ADVISORY COMMISSION (Supplemental Questionnaire)

This commission meets the 4<sup>th</sup> Monday of every month at 3:30 P.M. Would you be able to commit to this meeting schedule? YES D NO  $\square$ Please explain and describe your interest in serving on this commission and how your education and experience would benefit the Fountain Hills Senior Services Advisory Commission. Also state what your goals and objectives in serving on the Commission would be. Attach additional sheet, if necessary.



# TOWN OF FOUNTAIN HILLS

# CONSENT TO EXECUTIVE SESSION

This letter shall serve as written notice, pursuan in an executive session with the members of th Hills, Arizona, for the purposes of discussion  Name of board, commission, or committee	and consideration of appointment to the
If you desire to have your interview held in p of your interview. If you consent to the Cou- session, please countersign this letter in the s to my office.	ncil holding your interview in executive
Please call if you have questions.	
	Sincerely,
	Bevelyn J. Bender
	Bevelyn J. Bender, Town Clerk
CONSENT TO EXECUTIVE SESSION	
I, the undersigned, hereby (i) acknowledge receipt of this letter more than 24 hours prior to the executive session conducted for my interview and (ii) waive my rights to have such interview held in a public meeting:	
Printed Name	
Signature	